



Council Action Form

MEETING DATE	Wednesday, November 8, 2017			
TITLE	NEW BUSINESS AGENDA ITEM C: Consider an Ordinance Approving a Transfer of Appropriation (Ordinance 2017-40, First Read)			
SUBMITTED BY	Name and Title: Town Manager, Clerk Treasurer			
	Department: Town Administration, Clerk Treasurer			
MEETING TYPE	Work Session Executive	Regular	Special	Retreat
AGENDA CLASSIFICATION	Consent	Presentation	Unfinished Business	New Business
	Ordinance	Resolution	Employment Contract	Proposal
ORDINANCE/RESOLUTION (New ordinances or resolutions assigned a new)	1st Reading	2nd Reading	PUBLIC HEARING	3rd Reading
	Ordinance #: 2017-40		Resolution #:	
CONTRACTS (Contracts must be previously signed by vendor for submission)	<u>Contract Required:</u> Yes No		<u>Signed Contract Attached:</u> Yes No	
APPROVALS/REVIEWS	Department Head		Budget/Finance	
	Assistant Town Manager		Legal Counsel - Steve Unger	
	Town Manager		Other:	
BACKGROUND(Includes Description and justification)	The staff and Clerk Treasurer's office have reviewed the budget and are requesting this transfer of appropriations from major budget categories to ensure adequate coverage of expenses in specific line items. This request does not add additional funds to the 2017 budget. It transfers unused funds from one major budget category for use in other major budget categories.			

BUDGET AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:	All funds have been approved for spending per the Budget ord.
	Expenditure \$:	see Ordinance 2017-40
	Source of Funds \$:	see Ordinance 2017-40
	Additional Appropriation #:	No
	Narrative:	see above. This does not have a negative impact on the overall financial stability of the town's finances.
Adoption and Ordinance Only	Hold 1st Reading	
	Not Hold 1st Reading	
	Approve on Second Reading	
	Deny Approval	
PROJECT TIMELINE		
STAFF RECOMMENDATION (Town Council reserves the right to accept or deny recommendations)	Staff recommends suspending the rules and adoption on second read	
SUPPLEMENTAL INFORMATION (List of all attachments)	Ordinance	